



**STATE ASSESSORS BOARD  
REGULAR MEETING AGENDA**

**February 22, 2008**

**Richard H. Austin Building, Bond Finance Board Room  
430 West Allegan Street, Lansing, Michigan**

9:30 a.m. **Call to order**

**Roll call**

**A. Approval of the regular meeting minutes of January 4, 2008 (page 1)**

**B. Public comment**

**C. Educational programs**

1. Communication from the Executive Secretary regarding six-hour renewal evaluations—information only (page 6)
2. Communication from the Executive Secretary regarding the equalization course development group—information only (page 12)
3. Communication from the Executive Secretary recommending adoption of a policy/procedure concerning the late completion of renewal requirements by assessing officers (page 13)
4. Communication from the Executive Secretary recommending approval of the provision of State Assessors Board educational materials and services free of charge to two Department of Attorney General staff members (page 15)
5. Level three experience qualification requests
  - a. Communication from the Executive Secretary recommending approval of eight requests (page 16)

**D. Certification level matters**

1. Request from Bath Charter Township, Clinton County, to waive the level 3 unit requirements
  - a. Communication from the Executive Secretary recommending approval of the waiver request for 18 months (page 49)

**E. Certification applicants**

1. Communication from the Executive Secretary recommending formal approval of new assessing officer certifications (page 51)

**F. Closed meeting, permissible under Michigan Compiled Law 15.268(a) and 15.268(h)**

1. Discussion of the closed meeting minutes from January 4, 2008 (page P1)
2. Oral examination for level 4 certification (page P3)
3. Discussion of narrative appraisal 195 (page P5)
4. Discussion of narrative appraisal 197 (page P14)
5. Discussion of narrative appraisal 198 (page P39)
6. Discussion of January 2008 course examination results (page P62)
7. Discussion of attorney general staff advice (page P64)
8. Informal revocation hearing for revocation petition 07-0021 (page P67)
9. Informal revocation hearing for revocation petition 07-0028 (page P107)
10. Informal revocation hearing for revocation petition 08-0001 (page P114)
11. Discussion of revocation petition 07-0001 (page P166)
12. Discussion of revocation petition 08-0002 (page P263)

**G. Resumption of open meeting and actions on closed meeting items**

1. Closed meeting minutes from January 4, 2008 (page P1)
2. Oral examination for level 4 certification (page P3)
3. Narrative appraisal 195 (page P5)
4. Narrative appraisal 197 (page P14)
5. Narrative appraisal 198 (page P39)
6. January 2008 course examination results (page P62)
7. Attorney general staff advice (page P64)
8. Revocation petition 07-0021 (page P67)

9. Revocation petition 07-0028 (page P107)

10. Revocation petition 08-0001 (page P114)

11. Revocation petition 07-0001 (page P166)

12. Revocation petition 08-0002 (page P263)

#### **H. Communications**

##### **I. Other business**

1. Communication from the Executive Secretary regarding 2008 State Assessors Board meeting schedule changes—information only (page 53)

##### **J. Announcements**

#### **Adjournment**